

PERAC AUDIT REPORT



Northbridge Contributory Retirement System

JAN. 1, 2006 - DEC. 31, 2007



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PERAC

COMMONWEALTH OF MASSACHUSETTS | PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION COMMISSION

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JOSEPH E. CONNARTON, *Executive Director*

December 5, 2008

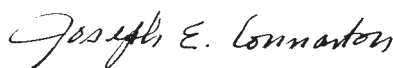
The Public Employee Retirement Administration Commission has completed an examination of the Northbridge Retirement System pursuant to G.L. c. 32, § 21. The examination covered the period from January 1, 2006 to December 31, 2007. This audit was conducted in accordance with the accounting and management standards established by the Public Employee Retirement Administration Commission in regulation 840 CMR 25.00. Additionally, all supplementary regulations approved by PERAC and on file at PERAC are listed in this report.

In our opinion, the financial records are being maintained and the management functions are being performed in conformity with the standards established by the Public Employee Retirement Administration Commission. There were no significant findings to report.

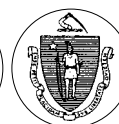
We commend the Northbridge Retirement Board for the exemplary operation of the system.

In closing, I acknowledge the work of examiner Richard Ackerson who conducted this examination, and express appreciation to the Board of Retirement and staff for their courtesy and cooperation.

Sincerely,



Joseph E. Connarton
Executive Director



STATEMENT OF LEDGER ASSETS AND LIABILITIES

		AS OF DECEMBER 31,	
		2007	2006
Net Assets Available For Benefits:			
Cash		\$5,115	\$5,087
PRIT Cash Fund		9,113	51,898
PRIT Core Fund		23,074,559	20,464,099
Accounts Receivable		40,351	16,126
Accounts Payable		(1,155)	(105)
Total		<u>\$23,127,983</u>	<u>\$20,537,105</u>
Fund Balances:			
Annuity Savings Fund		\$5,211,327	\$4,768,795
Annuity Reserve Fund		1,393,521	1,249,235
Pension Fund		90,079	157,715
Military Service Fund		0	0
Expense Fund		0	0
Pension Reserve Fund		16,433,056	14,361,359
Total		<u>\$23,127,983</u>	<u>\$20,537,105</u>

STATEMENT OF CHANGES IN FUND BALANCES

	Annuity Savings Fund	Annuity Reserve Fund	Pension Fund	Military Service Fund	Expense Fund	Pension Reserve Fund	Total All Funds
Beginning Balance (2006)	\$4,665,864	\$1,125,880	\$(58,786)	\$480	\$0	\$11,968,461	\$17,701,900
Receipts	652,942	33,905	1,008,897	0	201,258	2,764,853	4,661,854
Interfund Transfers	(356,085)	356,565	371,955	(480)	0	(371,955)	0
Disbursements	(193,926)	(267,114)	(1,164,351)	0	(201,257)	0	(1,826,649)
Ending Balance (2006)	4,768,795	1,249,235	157,715	0	0	14,361,359	20,537,105
Receipts	890,163	38,918	1,082,793	0	239,552	2,177,036	4,428,462
Interfund Transfers	(321,429)	324,097	102,671	0	0	(105,340)	0
Disbursements	(126,203)	(218,729)	(1,253,100)	0	(239,552)	0	(1,837,584)
Ending Balance (2007)	<u>\$5,211,327</u>	<u>\$1,393,521</u>	<u>\$90,079</u>	<u>\$0</u>	<u>\$0</u>	<u>\$16,433,056</u>	<u>\$23,127,983</u>

STATEMENT OF RECEIPTS

			FOR THE PERIOD ENDING DECEMBER 31,	
			2007	2006
Annuity Savings Fund:				
Members Deductions			\$669,937	\$624,528
Transfers from Other Systems			181,647	0
Member Make Up Payments and Re-deposits			10,609	2,774
Member Payments from Rollovers			0	0
Investment Income Credited to Member Accounts			<u>27,970</u>	<u>25,640</u>
Sub Total			<u>890,163</u>	<u>652,942</u>
Annuity Reserve Fund:				
Investment Income Credited to the Annuity Reserve Fund			<u>38,918</u>	<u>33,905</u>
Pension Fund:				
3 (8) (c) Reimbursements from Other Systems Received from Commonwealth for COLA and Survivor Benefits			31,261	29,679
			45,469	36,213
Pension Fund Appropriation			<u>1,006,062</u>	<u>943,005</u>
Sub Total			<u>1,082,793</u>	<u>1,008,897</u>
Military Service Fund:				
Contribution Received from Municipality on Account of Military Service			0	0
Investment Income Credited to the Military Service Fund			<u>0</u>	<u>0</u>
Sub Total			<u>0</u>	<u>0</u>
Expense Fund:				
Expense Fund Appropriation			0	0
Investment Income Credited to the Expense Fund			<u>239,552</u>	<u>201,258</u>
Sub Total			<u>239,552</u>	<u>201,258</u>
Pension Reserve Fund:				
Federal Grant Reimbursement			3,492	19,821
Pension Reserve Appropriation			0	29,176
Interest Not Refunded			1,240	2,335
Miscellaneous Income			0	44
Excess Investment Income			<u>2,172,304</u>	<u>2,713,477</u>
Sub Total			<u>2,177,036</u>	<u>2,764,853</u>
Total Receipts			<u>\$4,428,462</u>	<u>\$4,661,854</u>

STATEMENT OF DISBURSEMENTS

FOR THE PERIOD ENDING DECEMBER 31,		
	2007	2006
Annuity Savings Fund:		
Refunds to Members	\$34,730	\$140,915
Transfers to Other Systems	<u>91,473</u>	<u>53,011</u>
Sub Total	<u>126,203</u>	<u>193,926</u>
Annuity Reserve Fund:		
Annuities Paid	201,710	183,731
Option B Refunds	<u>17,019</u>	<u>83,383</u>
Sub Total	<u>218,729</u>	<u>267,114</u>
Pension Fund:		
Pensions Paid:		
Regular Pension Payments	873,431	808,992
Survivorship Payments	89,774	77,815
Ordinary Disability Payments	0	0
Accidental Disability Payments	202,595	188,774
Accidental Death Payments	0	0
Section 101 Benefits	3,714	3,478
3 (8) (c) Reimbursements to Other Systems	39,664	39,706
State Reimbursable COLA's Paid	43,922	45,587
Chapter 389 Beneficiary Increase Paid	<u>0</u>	<u>0</u>
Sub Total	<u>1,253,100</u>	<u>1,164,351</u>
Military Service Fund:		
Return to Municipality for Members Who Withdrew Their Funds	<u>0</u>	<u>0</u>
Expense Fund:		
Board Member Stipend	0	0
Salaries	46,109	46,605
Legal Expenses	574	0
Medical Expenses	0	0
Travel Expenses	5,559	5,384
Administrative Expenses	62,614	39,041
Furniture and Equipment	7,341	0
Management Fees	115,997	108,984
Custodial Fees	0	0
Consultant Fees	0	0
Service Contracts	0	0
Fiduciary Insurance	<u>1,358</u>	<u>1,243</u>
Sub Total	<u>239,552</u>	<u>201,257</u>
Total Disbursements	<u>\$1,837,584</u>	<u>\$1,826,649</u>

INVESTMENT INCOME

FOR THE PERIOD ENDING DECEMBER 31,		
	2007	2006
Investment Income Received From:		
Cash	\$1,521	\$973
Pooled or Mutual Funds	<u>726,017</u>	<u>633,867</u>
Total Investment Income	<u>727,538</u>	<u>634,839</u>
Plus:		
Realized Gains	1,764,374	1,290,812
Unrealized Gains	<u>1,757,451</u>	<u>1,745,676</u>
Sub Total	<u>3,521,825</u>	<u>3,036,488</u>
Less:		
Realized Loss	0	0
Unrealized Loss	<u>(1,770,618)</u>	<u>(697,048)</u>
Sub Total	<u>(1,770,618)</u>	<u>(697,048)</u>
Net Investment Income	<u>2,478,745</u>	<u>2,974,279</u>
Income Required:		
Annuity Savings Fund	27,970	25,640
Annuity Reserve Fund	38,918	33,905
Military Service Fund	0	0
Expense Fund	<u>239,552</u>	<u>201,257</u>
Total Income Required	<u>306,441</u>	<u>260,802</u>
Net Investment Income	<u>2,478,745</u>	<u>2,974,279</u>
Less: Total Income Required	<u>306,441</u>	<u>260,802</u>
Excess Income To The Pension Reserve Fund	<u>\$2,172,304</u>	<u>\$2,713,477</u>

SCHEDULE OF ALLOCATION OF INVESTMENTS OWNED

(percentages by category)

AS OF DECEMBER 31, 2007			
	MARKET VALUE	PERCENTAGE OF TOTAL ASSETS	PERCENTAGE ALLOWED
Cash	\$5,115	0.0%	100%
PRIT Cash Fund	9,113	0.0%	
PRIT Core Fund	<u>23,074,559</u>	<u>99.9%</u>	
Grand Total	<u>\$23,088,787</u>	<u>100.0%</u>	

For the year ending December 31, 2007, the rate of return for the investments of the Northbridge Retirement System was 12.10%. For the five-year period ending December 31, 2007, the rate of return for the investments of the Northbridge Retirement System averaged 16.39%. For the 23-year period ending December 31, 2007, since PERAC began evaluating the returns of the retirement systems, the rate of return on the investments of the Northbridge Retirement System was 11.22%.

SUPPLEMENTARY INVESTMENT REGULATIONS

The Northbridge Retirement System does not have any supplemental investment regulations.

NOTES TO FINANCIAL STATEMENTS

NOTE I – SUMMARY OF PLAN PROVISIONS

The plan is a contributory defined benefit plan covering all Northbridge Retirement System member unit employees deemed eligible by the retirement board, with the exception of school department employees who serve in a teaching capacity. The Teachers' Retirement Board administers the pensions of such school employees.

ADMINISTRATION

There are 106 contributory Retirement Systems for public employees in Massachusetts. Each system is governed by a retirement board, and all boards, although operating independently, are governed by Chapter 32 of the Massachusetts General Laws. This law in general provides uniform benefits, uniform contribution requirements, and a uniform accounting and funds structure for all systems.

PARTICIPATION

Participation is mandatory for all full-time employees. Eligibility with respect to part-time, provisional, temporary, seasonal, or intermittent employment is governed by regulations promulgated by the retirement board, and approved by PERAC. Membership is optional for certain elected officials.

There are 3 classes of membership in the Retirement System:

Group 1:

General employees, including clerical, administrative, technical, and all other employees not otherwise classified.

Group 2:

Certain specified hazardous duty positions.

Group 4:

Police officers, firefighters, and other specified hazardous positions.

NOTES TO FINANCIAL STATEMENTS (Continued)

MEMBER CONTRIBUTIONS

Member contributions vary depending on the most recent date of membership:

Prior to 1975:	5% of regular compensation
1975 - 1983:	7% of regular compensation
1984 to 6/30/96:	8% of regular compensation
7/1/96 to present:	9% of regular compensation
1979 to present:	an additional 2% of regular compensation in excess of \$30,000.

RATE OF INTEREST

Interest on regular deductions made after January 1, 1984 is a rate established by PERAC in consultation with the Commissioner of Banks. The rate is obtained from the average rates paid on individual savings accounts by a representative sample of at least 10 financial institutions.

RETIREMENT AGE

The mandatory retirement age for some Group 2 and Group 4 employees is age 65. Most Group 2 and Group 4 members may remain in service after reaching age 65. Group 4 members who are employed in certain public safety positions are required to retire no later than the end of month they attain age 65. There is no mandatory retirement age for employees in Group 1.

SUPERANNUATION RETIREMENT

A member is eligible for a superannuation retirement allowance (service retirement) upon meeting the following conditions:

- completion of 20 years of service, or
- attainment of age 55 if hired prior to 1978, or if classified in Group 4, or
- attainment of age 55 with 10 years of service, if hired after 1978, and if classified in Group 1 or 2

NOTES TO FINANCIAL STATEMENTS (Continued)

AMOUNT OF BENEFIT

A member's annual allowance is determined by multiplying average salary by a benefit rate related to the member's age and job classification at retirement, and the resulting product by his creditable service. The amount determined by the benefit formula cannot exceed 80% of the member's highest three year average salary. For veterans as defined in G.L. c. 32, § 1, there is an additional benefit of \$15 per year for each year of creditable service, up to a maximum of \$300.

- Salary is defined as gross regular compensation.
- Average Salary is the average annual rate of regular compensation received during the 3 consecutive years that produce the highest average, or, if greater, during the last three years (whether or not consecutive) preceding retirement.
- The Benefit Rate varies with the member's retirement age, but the highest rate of 2.5% applies to Group 1 employees who retire at or after age 65, Group 2 employees who retire at or after age 60, and to Group 4 employees who retire at or after age 55. A .1% reduction is applied for each year of age under the maximum age for the member's group. For Group 2 employees who terminate from service under age 55, the benefit rate for a Group 1 employee shall be used.

DEFERRED VESTED BENEFIT

A participant who has completed 10 or more years of creditable service is eligible for a deferred vested retirement benefit. Elected officials and others who were hired prior to 1978 may be vested after 6 years in accordance with G.L. c. 32, § 10.

The participant's accrued benefit is payable commencing at age 55, or the completion of 20 years, or may be deferred until later at the participant's option.

WITHDRAWAL OF CONTRIBUTIONS

Member contributions may be withdrawn upon termination of employment. Employees who first become members on or after January 1, 1984, may receive only limited interest on their contributions if they voluntarily terminate their service. Those who leave service with less than 5 years receive no interest; those who leave service with greater than 5 but less than 10 years receive 50% of the interest credited.

NOTES TO FINANCIAL STATEMENTS (Continued)

DISABILITY RETIREMENT

The Massachusetts Retirement Plan provides 2 types of disability retirement benefits:

ORDINARY DISABILITY

Eligibility: Non-veterans who become totally and permanently disabled by reason of a non-job related condition with at least 10 years of creditable service (or 15 years creditable service in systems in which the local option contained in G.L. c. 32, § 6(1) has not been adopted).

Veterans with ten years of creditable service who become totally and permanently disabled by reason of a non-job related condition prior to reaching “maximum age”.

Retirement Allowance: Equal to the accrued superannuation retirement benefit as if the member was age 55. If the member is a veteran, the benefit is 50% of the member’s final rate of salary during the preceding 12 months, plus an annuity based upon accumulated member contributions plus credited interest. If the member is over age 55, he or she will receive not less than the superannuation allowance to which he or she is entitled.

ACCIDENTAL DISABILITY

Eligibility: Applies to members who become permanently and totally unable to perform the essential duties of the position as a result of a personal injury sustained or hazard undergone while in the performance of duties. There are no minimum age or service requirements.

Retirement Allowance: 72% of salary plus an annuity based on accumulated member contributions, with interest. This amount is not to exceed 100% of pay. For those who became members in service after January 1, 1988 or who have not been members in service continually since that date, the amount is limited to 75% of pay. There is an additional pension of \$687.96 per year (or \$312.00 per year in systems in which the local option contained in G.L. c. 32, § 7(2)(a)(iii) has not been adopted), per child who is under 18 at the time of the member’s retirement, with no age limitation if the child is mentally or physically incapacitated from earning. The additional pension may continue up to age 22 for any child who is a full time student at an accredited educational institution.

NOTES TO FINANCIAL STATEMENTS (Continued)

ACCIDENTAL DEATH

Eligibility: Applies to members who die as a result of a work-related injury or if the member was retired for accidental disability and the death was the natural and proximate result of the injury or hazard undergone on account of which such member was retired.

Allowance: An immediate payment to a named beneficiary equal to the accumulated deductions at the time of death, plus a pension equal to 72% of current salary and payable to the surviving spouse, dependent children or the dependent parent, plus a supplement of \$312 per year, per child, payable to the spouse or legal guardian until all dependent children reach age 18 or 22 if a full time student, unless mentally or physically incapacitated.

The surviving spouse of a member of a police or fire department or any corrections officer who, under specific and limited circumstances detailed in the statute, suffers an accident and is killed or sustains injuries resulting in his death, may receive a pension equal to the maximum salary for the position held by the member upon his death.

In addition, an eligible family member may receive a one time payment of \$100,000 from the State Retirement Board.

DEATH AFTER ACCIDENTAL DISABILITY RETIREMENT

Effective November 7, 1996, Accidental Disability retirees were allowed to select Option C at retirement and provide a benefit for an eligible survivor. For Accidental Disability retirees prior to November 7, 1996, who could not select Option C, if the member's death is from a cause unrelated to the condition for which the member received accidental disability benefits, a surviving spouse will receive an annual allowance of \$6,000.

DEATH IN ACTIVE SERVICE

Allowance: An immediate allowance equal to that which would have been payable had the member retired and elected Option C on the day before his or her death. For death occurring prior to the member's superannuation retirement age, the age 55 benefit rate is used. The minimum annual allowance payable to the surviving spouse of a member in service who dies with at least two years of creditable service is \$3,000, provided that the member and the spouse were married for at least one year and living together on the member's date of death.

The surviving spouse of such a member in service receives an additional allowance equal to the sum of \$1,440 per year for the first child, and \$1,080 per year for each additional child until all dependent children reach age 18 or 22 if a full time student, unless mentally or physically incapacitated.

NOTES TO FINANCIAL STATEMENTS (Continued)

COST OF LIVING

If a system has accepted Chapter 17 of the Acts of 1997, and the Retirement Board votes to pay a cost of living increase for that year, the percentage is determined based on the increase in the Consumer Price Index used for indexing Social Security benefits, but cannot exceed 3.0%. Section 51 of Chapter 127 of the Acts of 1999, if accepted, allows boards to grant COLA increases greater than that determined by CPI but not to exceed 3.0%. The first \$12,000 of a retiree's total allowance is subject to a cost-of-living adjustment. The total Cost-of-Living adjustment for periods from 1981 through 1996 is paid for by the Commonwealth of Massachusetts.

METHODS OF PAYMENT

A member may elect to receive his or her retirement allowance in one of 3 forms of payment.

Option A: Total annual allowance, payable in monthly installments, commencing at retirement and terminating at the member's death.

Option B: A reduced annual allowance, payable in monthly installments, commencing at retirement and terminating at the death of the member, provided, however, that if the total amount of the annuity portion received by the member is less than the amount of his or her accumulated deductions, including interest, the difference or balance of his accumulated deductions will be paid in a lump sum to the retiree's beneficiary or beneficiaries of choice.

Option C: A reduced annual allowance, payable in monthly installments, commencing at retirement. At the death of the retired employee, 2/3 of the allowance is payable to the member's designated beneficiary (who may be the spouse, or former spouse who remains unmarried for a member whose retirement becomes effective on or after February 2, 1992, child, parent, sister, or brother of the employee) for the life of the beneficiary. For members who retired on or after January 12, 1988, if the beneficiary pre-deceases the retiree, the benefit payable increases (or "pops up") based on the factor used to determine the Option C benefit at retirement. For members who retired prior to January 12, 1988, if the System has accepted Section 288 of Chapter 194 of the Acts of 1998 and the beneficiary pre-deceases the retiree, the benefit payable "pops up" in the same fashion. The Option C became available to accidental disability retirees on November 7, 1996.

NOTES TO FINANCIAL STATEMENTS (Continued)

ALLOCATION OF PENSION COSTS

If a member's total creditable service was partly earned by employment in more than one retirement system, the cost of the "pension portion" is allocated between the different systems pro rata based on the member's service within each retirement system.

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 2 - SIGNIFICANT ACCOUNTING POLICIES

The accounting records of the System are maintained on a calendar year basis in accordance with the standards and procedures established by the Public Employee Retirement Administration Commission.

The Annuity Savings Fund is the fund in which members' contributions are deposited. Voluntary contributions, re-deposits, and transfers to and from other systems, are also accounted for in this fund. Members' contributions to the fund earn interest at a rate determined by PERAC. Interest for some members who withdraw with less than ten years of service is transferred to the Pension Reserve Fund. Upon retirement, members' contributions and interest are transferred to the Annuity Reserve Fund. Dormant account balances must be transferred to the Pension Reserve Fund after a period of ten years of inactivity.

The Annuity Reserve Fund is the fund to which a member's account is transferred upon retirement from the Annuity Savings Fund and Special Military Service Credit Fund. The annuity portion of the retirement allowance is paid from this fund. Interest is credited monthly to this fund at the rate of 3% annually on the previous month's balance.

The Special Military Service Credit Fund contains contributions and interest for members while on a military leave for service in the Armed Forces who will receive creditable service for the period of that leave.

The Expense Fund contains amounts transferred from investment income for the purposes of administering the retirement system.

The Pension Fund contains the amounts appropriated by the governmental units as established by PERAC to pay the pension portion of each retirement allowance.

The Pension Reserve Fund contains amounts appropriated by the governmental units for the purposes of funding future retirement benefits. Any profit or loss realized on the sale or maturity of any investment or on the unrealized gain of a market valued investment as of the valuation date is credited to the Pension Reserve Fund. Additionally, any investment income in excess of the amount required to credit interest to the Annuity Savings Fund, Annuity Reserve Fund, and Special Military Service Credit Fund is credited to this Reserve account.

The Investment Income Account is credited with all income derived from interest and dividends of invested funds. At year-end the interest credited to the Annuity Savings Fund, Annuity Reserve Fund, Expense Fund, and Special Military Service Credit Fund is distributed from this account and the remaining balance is transferred to the Pension Reserve Fund.

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 3 - SUPPLEMENTARY MEMBERSHIP REGULATIONS

The Northbridge Retirement System submitted the following supplementary membership regulations, which were approved by the Public Employee Retirement Administration Commission on:

January 8, 2002

Membership

An employee must be considered as a regular employee of the town to be eligible for membership in the retirement system. A regular employee of the town must have a regularly scheduled workweek of 28 hours or more per week with a commensurate salary. All regular employees must join the retirement system.

All regular employees, except as noted below, who are scheduled to work less than twenty-six (26) calendar weeks or uninterrupted employment unless for required military service, authorized paid vacation, sick, personal leave or other authorized leaves of absence are not eligible for membership in the Northbridge Retirement System.

Any active or inactive member who becomes a part-time, provisional, temporary, temporary provisional, seasonal or intermittent employee shall continue to be a member of the Northbridge Retirement System.

January 2, 2001

Buybacks

Members must make all military buybacks, creditable service buybacks, makeup's and redeposit payments upon the approval vote taken by the Retirement Board. All payments must be completed by the members prior to their retirement.

The Board requires total payments of under \$1,000 to be paid within 30 days of the Board's vote. Cash payments for buybacks, make ups and redeposits in excess of \$1,000 are to be paid over a period of not more than 90 days.

Members may make payments via payroll deductions. They must contribute their additional annuity in an amount equal to their current weekly amount of contribution. These payroll deductions will be fully taxable. Weekly payroll deductions must exceed the current amount of contribution if the balance due the system from the member will not be paid within a five-year period using the double deduction method. The member seeking this method of buyback must complete the appropriate release form within 7 days of the Retirement Board vote. Failure to complete the buyback within the periods stated above will nullify the approval vote of the Retirement Board.

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 3 - SUPPLEMENTARY MEMBERSHIP REGULATIONS (Continued)

March 1, 1996

Creditable Service

Creditable service for part-time or full-time employees either actively contributing or, in the computation to determine make-ups, shall be determined retroactively based upon the following unless the person has retired or left the employment of the Town of Northbridge.

Less than two (2) weeks in any year-----No Credit

Two (2) weeks to One (1) Month-----One (1) Month

One (1) Month to Six (6) Months-----Month for Month

Seven (7) Months and over-----One (1) Year

One (1) year of credit for Seven (7) months of service may only be granted if the work determined by the retirement board to be seasonal in nature. One (1) year of credit for Ten (10) months of service may only be granted for School Employees whose work schedule is the academic school year.

The board will continue its current policy for membership acceptance into the system. A regular employee of the Town must have a regularly scheduled workweek of 28 hours or more per week with a commensurate salary.

August 5, 1985

Creditable Service

Credit for membership shall be computed as follows:

Non Union and Union Contracts of 35 to 37 1/2 hours:

28 - 35 hours will receive 80% credit.

35 or more will receive 100% credit.

Union Contracts of 40 hours:

28 - 40 hours will receive 70% credit.

40 hours will receive 100% credit.

February 7, 1985

Creditable Service

C.E.T.A. employees are also subject to the above regulations.

December 27, 1984

Membership

An employee must be considered as a regular employee of the town to be eligible for membership in the retirement system.

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 3 - SUPPLEMENTARY MEMBERSHIP REGULATIONS (Continued)

A regular employee of the town must have a regularly scheduled workweek of 28 hours or more per weekly with a commensurate salary.

All regular employees must join the retirement system.

December 27, 1984

Regular Compensation

Regular employees shall have only (1) one position considered as regular full time employment. All other paid positions shall be considered overtime positions for the purposes of determining regular compensation only.

December 27, 1984

Creditable Service

Seasonal positions will be credited for a full year for not less than (9) nine months of actual full time service during any one calendar year. Positions of less than full time service will be credited on the basis of percentages of yearly credit as noted in amended regulation below.

December 27, 1984

Make-Up Payments

Creditable membership make-up payments for the full amount due will be accepted for the years of creditable membership voted by the Northbridge Retirement Board, as computed by the town accountant.

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 4 - ADMINISTRATION OF THE SYSTEM

The System is administered by a five-person Board of Retirement consisting of the Town Accountant who shall be a member ex-officio, a second member appointed by the governing authority, a third and fourth member who shall be elected by the members in or retired from the service of such system, and a fifth member appointed by the other four board members.

Ex-officio Member: Neil Vaidya

Appointed Member: Sharon Susienka Term Expires: 02/04/09

Elected Member: John Meagher Term Expires: 06/30/09

Elected Member: Muriel Barry Term Expires: 06/30/09

Appointed Member: Paul Mulrenin Term Expires: 06/30/11

The Board members are required to meet at least once a month. The Board must keep a record of all of its proceedings. The Board must annually submit to the appropriate authority an estimate of the expenses of administration and cost of operation of the system. The board must annually file a financial statement of condition for the system with the Executive Director of PERAC.

The investment of the system's funds is the responsibility of the Board. All retirement allowances must be approved by the Retirement Board and are then submitted to the PERAC Actuary for verification prior to payment. All expenses incurred by the System must be approved by a majority vote of the Board. Payments shall be made only upon vouchers signed by two persons designated by the Board.

The following retirement board members and employees are bonded by an authorized agent representing a company licensed to do business in Massachusetts as follows:

Treasurer - Custodian:)	
Ex-officio Member:)	\$50,000,000 Fiduciary
Elected Members:)	\$1,000,000 Fidelity
Appointed Member:)	Travelers Insurance
Staff Employee:)	MACRS Policy

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 5 - ACTUARIAL VALUATION AND ASSUMPTIONS

The most recent actuarial valuation of the System was prepared by Stone Consulting, Inc. as of January 1, 2008.

The actuarial liability for active members was	\$13,631,808
The actuarial liability for retired and inactive members was	<u>13,644,198</u>
The total actuarial liability was	27,276,006
System assets as of that date were	<u>23,127,984</u>
The unfunded actuarial liability was	<u>\$4,148,022</u>
The ratio of system's assets to total actuarial liability was	84.8%
As of that date the total covered employee payroll was	\$6,832,504

The normal cost for employees on that date was 8.9% of payroll

The normal cost for the employer was 3.8% of payroll

The principal actuarial assumptions used in the valuation are as follows:

Investment Return: 8.00% per annum
 Rate of Salary Increase: 4.75% per annum

GASB STATEMENT NO. 25, DISCLOSURE INFORMATION AS OF JANUARY 1, 2008

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a % of Cov. Payroll ((b-a)/c)
1/1/2008	\$23,128,000	\$27,276,000	\$4,148,000	84.8%	\$6,833,000	60.7%
1/1/2006	\$17,702,000	\$23,708,000	\$6,006,000	74.7%	\$6,572,000	91.4%
1/1/2004	\$13,609,000	\$21,311,000	\$7,702,000	63.9%	\$5,747,000	134.0%
1/1/2002	\$11,609,000	\$17,859,000	\$6,250,000	65.0%	\$5,839,000	107.0%

NOTES TO FINANCIAL STATEMENTS (Continued)

NOTE 6 - MEMBERSHIP EXHIBIT

	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Retirement in Past Years										
Superannuation	7	0	8	2	4	6	4	1	6	8
Ordinary Disability	0	0	0	0	0	0	0	0	0	0
Accidental Disability	0	0	1	0	0	1	0	0	0	1
Total Retirements	7	0	9	2	4	7	4	1	6	9
Total Retirees, Beneficiaries and Survivors	98	98	97	96	95	97	99	96	97	104
Total Active Members	161	171	171	201	178	170	182	188	194	173
Pension Payments										
Superannuation	\$442,691	\$453,722	\$495,928	\$521,444	\$547,671	\$629,372	\$709,401	\$735,847	\$808,992	\$873,431
Survivor/Beneficiary Payments	31,441	40,507	47,440	50,924	73,268	56,502	57,121	67,632	77,815	89,774
Ordinary Disability	0	0	0	0	0		0	0	0	0
Accidental Disability	85,461	80,742	107,081	114,667	200,937	157,705	182,946	185,467	188,774	202,595
Other	<u>133,748</u>	<u>132,721</u>	<u>104,280</u>	<u>131,186</u>	<u>95,737</u>	<u>96,762</u>	<u>96,363</u>	<u>92,832</u>	<u>88,770</u>	<u>87,300</u>
Total Payments for Year	<u>\$693,341</u>	<u>\$707,692</u>	<u>\$754,729</u>	<u>\$818,222</u>	<u>\$917,614</u>	<u>\$940,341</u>	<u>\$1,045,831</u>	<u>\$1,081,778</u>	<u>\$1,164,351</u>	<u>\$1,253,100</u>

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